



Goddard Employees Welfare Association

ANNUAL REPORT

Fiscal Year 2003

Goddard Employee Welfare Association Annual Report for FY03

President's Message

I am pleased to provide this annual written report of the activities of the Goddard Employee Welfare Association (GEWA) Exchange to you, in accordance with the requirements of NPD 9050.6.

GEWA is dedicated to the welfare of the employees at NASA's Goddard Space Flight Center in Greenbelt, MD. Our purpose is to stimulate and strengthen the esprit de corps and morale of the GSFC-Greenbelt employees and to foster and promote the social, athletic, educational, cultural and welfare interests of our members. Our successes this year would not have been possible without the dedication of our Executive Council members who volunteer their services, the support of our Center Director, Mr. Al Diaz, the guidance of our GEWA Advisor, Mr. Larry Watson and the help of our new member-at-large, Ray Rubilotta.

GEWA has continued to re-establish its goals and its mission in 2003. Over the past year as president of the Council, I have observed that the all-volunteer nature of the GEWA Council sometimes leaves much to be desired. In today's work environment where employees are asked to give more than 100% on the job, it can be very difficult for our volunteer Council members to find the needed time to manage all of our key GEWA activities. In addition, the historical tradition of having few direct connections with upper management and the Facilities Management Division creates a situation in which it is much harder than it should be for the Council to complete its mission. So, in FY03, GEWA participated in a series of discussions with upper management to resolve some of these problems. The outcome is a change in the structure of our Council. So far, we have added one non-voting member-at-large from the Management Operations Directorate and more additions/changes will take place in FY04. We have also modified our constitution to allow any directorate having more than 25% of the GSFC civil service workforce to nominate three representatives to the GEWA Council instead of two. Finally, we have created the position of Assistant Exchange Operations manager, currently held by Randy Harbaugh, to assist the Exchange Operations Manager with her/his duties.

This year we say a heartfelt goodbye and thank you to Council members Catherine Simkins (code 400), Cyndi Jones-Savoy (code 200) and John Speargas (code 200). At the same time, we enthusiastically welcome new members Tasha Davis (code 200), Sandy Marshall (code 200), Mark Fontaine (code 400) and Ken Lehtonen (code 500). Ken represents a third representative from code 500, currently the largest GSFC directorate.

GEWA has been faced with the challenge of mandated quarterly sanitation inspections of its cafeterias, stores, Child Development Center, Recreation Center and other facilities. The need to properly manage these facilities has also underscored the need to restructure the Council. It is recognized that, in general, an all-volunteer organization of people who must set their own volunteer hours does not possess the underlying premise of full time

attention and support that is required to handle multiple and complex management functions.

This year our Recreation Center manager, Barney Hoyt, retired. A dedication ceremony was held on October 9 to rename the Rec Center the “Barney and Bea Recreation Center”, recognizing Barney’s many years of service and in memory of his wife, Bea.

In order to better communicate with the Goddard community and provide more comprehensive information about GEWA activities, we have redesigned our website, adding more features and keeping information as up to date as possible. GEWA actively participated in the Quality of Worklife kickoff event sponsored this past summer by OHR. Also, we have designed and printed two new informational brochures.

Plans for FY04:

The Council has many plans for FY04, which include:

- Complete the restructuring of the Council to provide all required areas of support and to solidify GEWA as an organization *within* the Goddard system so that we can succeed *independent* of how many volunteer hours are available to us.
- Create a five-year plan.
- Examine our options for building a clubs facility within the Facilities Master Plan.
- Evaluate the aging Recreation Center facility.
- Examine our GEWA Store to see how we can better serve our customers, provide products people want and increase our customer base.
- Evaluate our Food Services to determine how we can better serve the desires of GSFC employees.
- Search for new sources of revenue.

A full accounting of activities and accomplishments in fiscal year 2003 is presented in the following pages. As you read this report, I hope that you will better understand our involvement with and our commitment to the welfare and morale of the employees at NASA’s Goddard Space Flight Center.

Sincerely,

Kim Weaver
GEWA President

FY 2003 GEWA Executive Council

President: Kim Weaver 662.0

1st Vice President: Tom Vollmer 692.0

2nd Vice President: Catherine Mikkelsen 462.0

Treasurer: John Speargas 205.1

Exchange Operations Manager: Betty Pyles-Harris 151.1

Cafeteria Services:

Betty Pyles-Harris – Chairman 151.1

Byron Wong – Co-Chairman 300.0

Clubs:

John Barker – Chairman 923.0

Khrista White – Co-Chairman 114.0

Facilities:

Randy Harbaugh – Chairman 423.0

Tom Vollmer – Co-Chairman 692.0

Newsletter & Property: Catherine Mikkelsen 462.0

Special Events:

Catherine Simkins – Chairman 420.3

Cynthia Jones-Savoy – Co-Chairman 222.3

John Speargas – Co-Chairman 205.1

Stores:

Catherine Mikkelsen – Chairman 462.0

Vending/Newspapers:

Mike McMichen – Chairman 903.0

Lou Jean Jackson – Co-Chairman 300.0

Web committee:

Tom Vollmer – Chairman 692.0

Ken Dearth – Co-Chairman 567.0

GEWA Administrative Assistant (non-voting):

Pat Beach 151.0

(Transitioned to Audrey Moore in October 2003)

Exchange Operation's Manager (EOM)

Betty Pyles-Harris

The EOM monitors the food services and other contracts using appropriated monies. The EOM also issues, signs, and approves work requests and develops, monitors and controls GEWA's appropriated funds budget. In fiscal year (FY) 02, the Center allocated funds of \$82,000 to GEWA. In FY 03, the allocation was decreased to \$63,300. GEWA subsequently allocated these funds to printing, graphics, ODIN support, WEMA's audit, cafeteria equipment and maintenance, and supplies for the Child Development Center, GEWA & WEMA.

Treasurer

John Speargas

One of the main functions of the treasurer is to develop, monitor and control GEWA's nonappropriated funds. The main sources of GEWA's funds are the Exchange Store, Visitor Center, Vending, and Cafeteria sales. The main categories of GEWA's disbursements are payroll, the Randolph-Sheppard payments, Goddard special events, recreation center operation and maintenance, club grants and loans, and the directorate allocations. In FY03, GEWA received \$ 440,628 in income and spent \$ 495,658.

The treasurer is also responsible for the semi-monthly payroll for the 20 GEWA employees. The treasurer is responsible for seeing that the quarterly 941s and the monthly state withholding taxes are prepared and sent to the IRS.

Cafeteria Services Committee

Chair: Betty Pyles-Harris
Co-Chair: Byron Wong

The cafeteria services committee provides the oversight and coordination of the food services contractor at the Goddard Space Flight Center. In addition to informing and advising the GEWA council on cafeteria matters, the committee implements GSFC employee recommendations dealing with the quality of the food and their service of the provider.

Highlights of the year

Inspections/Reviews

An evaluation of GSFC occupational health activities and medical clinic was performed May 20 – May 23, 2003. One of the activities included in this evaluation was food service (sanitation) at building 1 and 21 cafeterias. A report was issued and the Food Services Committee addressed observations noted in a Corrective Action Plan.

At the request of the Director of Industrial Hygiene, Food Service Sanitation Inspections were done of our two cafeterias and our Mobile Truck Operations in June 2003. Several deficiencies were noted that were not in accordance with requirements and as a result the Building 21 cafeteria was closed for seven days. In conjunction with the Facilities Management Division and Euresst personnel, the deficiencies were addressed in an Action Plan and another review was done. As a result of the actions taken, the building 21 cafeteria made a passing score during the re-inspection and the cafeteria was reopened.

Plans of future inspections include:

- Quarterly inspections by Occ-Health Inc. (contractor conducted)
- Quarterly Inspections by Health and Safety Contractor
- Random site inspections by the Food Service Committee

Contract Renewal

The sixth year of the contract with the Compass Group for cafeteria services began July 1, 2002. In 2004 the option period of the Compass Group contract expires. We will thoroughly evaluate our current food services contract and look into the contractors used at other local government agencies.

Clubs Committee

Chair: John Barker
Co-Chair: Khrista White
Volunteer: John Martin

The following quote, from the GEWA Policy Book, recognizes the establishment of employee Clubs at the Goddard Space Flight Center:

“The Goddard Employees Welfare Association (GEWA) encourages and supports the organization of group activities and functions at the Goddard Space Flight Center dedicated to social, athletic, educational, cultural, and welfare interests of its members. To this end, GEWA provides services and facilities for the benefit of employees of NASA/GSFC-Greenbelt and their families. It supports numerous clubs and activities.”

While employees are free to develop their own group activities independent of GEWA, many clubs find their programs are enhanced by GEWA sponsorship, as this enables them to receive Goddard equipment and facilities, as well as financial and other assistance from GEWA.

There are currently 48 active clubs (listed below) operating under GEWA sponsorship at GSFC. Clubs are not initiated by the GEWA Executive Council, but the Council may sanction a club after its constitution is reviewed and after 10 or more GSFC civil servants meet stated requirements relating to the formation, management, and operation of that club.

The Clubs Committee of the Council a) provides a liaison between the GEWA Council and GEWA-sponsored clubs, b) presents requests for assistance from GEWA Clubs to the GEWA Council, c) coordinates between clubs as necessary, and d) ensures all Club information is up to date on the GEWA website.

Clubs Committee Highlights in FY 2003

1. A “liaison” position was created to address on-going issues with the Goddard Child Development Center (GCDC). This past year, the areas of security, facilities, and budget were addressed. It was agreed that, in exchange for eliminating the human presence of Security at GCDC, security cameras and key cards for entrance to the facility would be installed. GEWA agreed to pay for these items. Several facility inspections were held, and compliance issues were addressed. GCDC made a presentation to the Council about their facility, goals, and funding. The Liaison started working with the Board to identify the responsible party(ies) for facility upgrades & maintenance.
2. The Flying Club participated in the “Wright Wing Project”, of which GEWA contributed to. This allowed the Flying Club to help recreate a portion of the Wright Wing Brothers plane, in North Carolina.

3. The committee participated in a discussion with Sportsman's Club officers regarding reinstating some of this club's activities. In 2001, the Sportsman's club was told they could no longer bring firearms on site. At this point, the club would at least like to renew their Federal Firearms License (FFL), which allows them to receive a discount on purchases. Their argument focused around the fact that: 1) other NASA centers have returned to active Club status; 2) the lead-collection issue has been resolved; 3) Other clubs use potentially dangerous articles (bats, bows-and-arrows) for their sport activities; and 4) their Club has had no accidents since 1963.
4. The Council continues to work towards a Clubs Facility to house our indoor club activities should the opportunity arise in implementing the long term Master Plan for the Center.
5. One Center Advisory Committee requested to become a Club. Council went to Center Management for advice due to uncertainty of motive by the Advisory Committee. It was suggested that the Council implement a Center policy on this issue, rather than on a case-by-case basis.
6. The Goddard Slow-Pitch Softball Association (GSPSA) submitted a work request to relocate the road on the Antenna Test Range, in the vicinity of their ball fields. It is the opinion of GSPSA that safety is a factor. This project received a Risk Assessment Code of "3" for the likelihood of an accident occurring. No FY04 funding to support the request at this time, FY05 funding also uncertain at this point.

Visitor access for club activities

There was a request from the MAD club for the Council to consider allowing NASA HQ civil service employees to participate in MAD, and to have the same access to club functions as GSFC MAD members. This request and its implication for all Goddard club activities is currently under review.

Club Budget Requests

Responding to GEWA's annual call for Club Budget submissions, approximately one-third of the clubs requested financial assistance via loans or grants. The GEWA Council approved \$42,199 for grants and \$11,000 for loans to the Clubs for FY 2003.

The GEWA homepage, <http://gewa.gsfc.nasa.gov/gewa/> includes a list of all GEWA clubs with club officer contact information and links to club websites for those clubs that have homepages.

GODDARD EMPLOYEE WELFARE ASSOCIATION CLUBS

1. Advisory Committee on Asian & Pacific American Employees
2. Aerobic Fitness Club
3. African Development & Technology Club
4. Amateur Radio Club
5. Archery Club
6. Art Club
7. Art of Living Club
8. Asian Indian Association
9. Astronomy Club
10. Auto Tech Center
11. Basketball League
12. Bible Club
13. Blacks in Government
14. Bowling Men's League
15. Carving Club
16. Child Development Center
17. Chinese American
18. Conservation Club
19. Cuong Nhu Karate Club
20. Dance Club
21. Explorers Club
22. Flying Club
23. Garden Club
24. Hispanic Heritage Club
25. Islamic Study Group
26. Model Aircraft Club
27. Muscle & Fitness Club
28. Music & Drama (MAD) Productions
29. Orbital Club
30. Photo Club
31. Retirees & Alumni Association (GRAA)
32. Running & Orienteering Club
33. Sailing Association
34. Sea Venturers Club (Scuba)
35. Ski Club
36. Soccer League
37. Softball, Men's League
38. Softball, Mixed League
39. Sport fishing club
40. Sportsman Club
41. Stamp Club
42. Table Tennis Club
43. Tae Kwon Do Club
44. Tennis Club
45. Toastmasters Club
46. Ultimate Frisbee Club
47. Volleyball, Mixed League
48. Yoga Club

Facilities Committee:

Chairman: Randy Harbaugh

Co-chair: John Speargas

The facilities committee is responsible for the operation of the Recreation Center and the picnic pavilion. In addition, the committee oversees the operation of the Goddard Post Office.

Highlights

Recreation Center: The Recreation Center was again a very popular GEWA facility during the year that supported a wide variety of events on an almost daily basis. Barney Hoyt, our Recreation Center manager for many years, retired at the end of 2002 and was succeeded by Randy Schum. Randy, with the assistance of John Slagle, supports all events held at the recreation center. They also provide catering services. GEWA charges a registration fee of \$50 for events held at the Recreation Center. Reservations are made by submitting form GSFC 16-5 to the GEWA Exchange store.

Pavilion: The picnic pavilion located near the Child Development Center was reserved 40 times from early May through October. There is no charge for use of this facility, but reservations are required and the user is responsible for keeping the area clean after use.

Grounds: In addition to the Recreation Center area, GEWA maintains the grounds in the immediate vicinity of the Buildings 1 and 21 cafeterias. Also, many picnic tables are provided throughout the center for the outdoor enjoyment of employees.

Goddard Post Office: The Post Office is located in Bldg 1, just down the hall from the Cafeteria. It is open Monday - Friday from 8:30 a.m. until 2:00 p.m. The GEWA post office was able to return to a full service operation starting during the summer. Packages of a reasonable size and weight are accepted for domestic delivery. Only letters and packages weighing less than 1 lb. can be sent Overseas. In addition to stamps and regular mailing, other services the Post Office has to offer are Priority (1-3 days), Overnight Express (1-2 days), 1st Class, Parcel Post, Certified Return Receipt, Insured, Delivery Confirmation, Signature Confirmation and Return Receipt for merchandise sent back.

Phone Tower: In 2003, GEWA continued its effort to obtain a location for a cell phone tower on Center that would have generated yearly revenue. Meetings were held throughout 2003 with T-Mobile and interested organizations that had frequency issues to determine if the effort would be feasible. After working with Goddard's Spectrum Manager and performing a series of tests, it was determined that T-Mobile had to provide additional signal protection to alleviate the concerns of those developing sensitive microwave equipment. The company chose to go elsewhere. Therefore the effort to locate a tower near the B/W parkway on GSFC property was terminated. If the microwave equipment can be better shielded in the future, or if GEWA finds another cell phone company that is interested in a different location on Center, it may pursue this again at a later date.

Newsletter

Catherine S. Mikkelsen

The GEWA Newsletter provides a vehicle to advertise items for the following: the Exchange Store in Building 1 and the Visitor's Center in Building 88, special sales for both the Building 1 and 21 cafeterias, non-commercial classified items from the Goddard community including NASA HQ, articles of interest concerning GEWA, opportunities from GEWA clubs, and other NASA activities. The Newsletter remains one of the main sources of information to the Goddard community concerning important items of interest.

The subscription to the electronic newsletter continues to grow. We have managed to keep up with different events during the year and have advertised them when requested.

After the first of the year, an attempt will be made to produce a hardcopy, one sheet, two-sided newsletter. This will be paid for out of GEWA funds.

Property Administrator

Catherine Mikkelsen

Approximately half of the equipment assigned to GEWA has been decontrolled and detagged. There is still one item of cafeteria equipment to be found and detagged. Items over \$5000 in value are still tagged as well as items of lesser value but having greater theft value.

The action to decontrol and detag items will be finished before the end of the current year.

Special Events Committee

Chair: Catherine Simkins
Co-Chairs: Cynthia Savoy, John Speargas
Volunteer: Ted Mecum

The Special Event Committee plans and conducts special events for the Goddard community (all active duty and retired civil service and contractor employees) including but not limited to concerts, crafts fairs, parties, and picnics.

The GEWA Special Events Committee extends a sincere thanks to Goddard management, Security, the Office of Public Affairs, the Technical Information Services Branch, Transportation, the Eurest Cafeteria Manager, and the Recreation Center Manager and his staff for all of the outstanding support during the past year.

GEWA Special Events continued again this year to partner with NASA Headquarters Exchange Council Special Events Committee to maximize offerings to employees within our reduced budgets.

The lunchtime concerts noted below were free, and performers were not compensated monetarily for their performances, but were treated to complimentary lunches. It is noteworthy that, despite vigorous advertising for performers, this year we only had a total of five (5) performances, which was a very low as compared to previous years' participation (~50 percent drop).

The following activities, attended by both civil service and contractor personnel, were held in FY 2003: (listed in chronological order)

GEWA Appreciation Dinner (FY02) – This annual event was attended by GEWA Executive Council members, GEWA employees, and special invited guests. The guests at the dinner on **October 4, 2002**, included a diverse group of people who provided outstanding support to GEWA during the preceding fiscal year. The evening featured a complimentary carved-to-order beef tenderloin and jumbo steamed shrimp dinner, open bar, awards program, and fabulous dance music by “The Bleu Lights”, courtesy of Steinmetz Entertainment Consultants.

12th Annual Fall Crafts Fair – This popular event was held on **October 17, 2002**. Our show featured crafters' one-of-a-kind items made by both HQ and GSFC employees and retirees, and members of their families.

Children's Holiday Party – GEWA's most popular annual event for over 40 years was held on Saturday, **December 14, 2002**. At our invitation, NASA Headquarters again participated in this great day for children ages 0-8 years. Door prizes, clowns, face-painting, Disney animated movies, refreshments, a magic show, a personalized gift, and a color photo to commemorate the special visit with Santa or Mrs. Claus made this a special day for the children and grandchildren of employees and retirees.

Toy Liquidation Sale – Following our Children’s Holiday Party, the Toy Liquidation Sale was held on **December 16, 2002**. This sale serves as a tool for GEWA to recover funds expended to purchase toys because overbuying is necessary to ensure adequate stock to accommodate the children. (Toys should be purchased in advance of the party being advertised, so keenly defining requirements is not possible.) The sale provides an excellent opportunity for the Goddard community to purchase quality, name-brand toys at cost.

Mardi Gras Party – Held on **March 4, 2003**, this activity welcomed a break in winter weather for a Fat Tuesday celebration. An authentic New Orleans menu, including gumbo and King Cake, was catered by our Rec Center Manager. Cash door prizes and a fun D.J. with a Mardi Gras trivia contest and prizes rounded out the evening.

12th Annual Spring Crafts Fair – This popular spring event was held on **May 15, 2003**. Continuing to hold registration at only \$15 per space, our show featured crafters’ one-of-a-kind items made by both HQ and GSFC employees and retirees, and members of their families.

“Moonstruck Jazz” Lunchtime Concert -- -- On **May 30, 2003**, Ms. Liz Fixsen and her band opened our 2003 Free Lunchtime Concert series at the patio area outside the Bldg. 21 Cafeteria, playing standard classic jazz while employees enjoyed lunch in the fresh Spring air.

“Big Band” Lunchtime Concert –Ms. Jolynn Nace treated Goddard employees to a solo vocal performance of big band, swing, and jazz music on **June 12, 2003**. Eurest Dining Services enhanced a her performance with a Cookout menu on the Bldg. 21 Patio.

Happy Hour – At the suggestion of a number of employees, an afterwork Happy Hour was scheduled on **July 11, 2003**, at the Rec Center. The event was to feature hot/cold hors d’oeuvres, beer/wine/setups (BYOB), cash door prizes, and a DJ – all for only \$5/person. Unfortunately, the event had to be cancelled due to poor ticket sales.

Goddard Day at Paramount’s Kings Dominion – On **July 12, 2003**, GEWA offered a special discount package featuring all-day admission to the park plus an all-you-can-eat American picnic buffet at a NASA-dedicated pavilion area. A total of 120 adults and 41 children participated. Because King’s Dominion offered such a fair value, GEWA did not subsidize tickets, rounding prices to the nearest dollar for accounting ease.

"The Lost Patrol" Lunchtime Concert – Big fans of the Space Program, Mr. Masucci's professional group has performed at shows in New York, Washington, DC, Nashville, and Baltimore. Touring the East Coast, they performed at GSFC on **July 23, 2003**, entertaining employees with female vocals framed by melodic acoustic and electric instruments.

"Naked Singularity" Lunchtime Concert – On **July 24, 2003**, Maggie Masetti, Laboratory for Terrestrial Physics (Code 920), and her quartet played strictly rock music – hot sounds in the Summertime.

Goddard Day at Six Flags/Largo -- GEWA offered a special discount package featuring all-day admission to nearby Six Flags on **August 31, 2003**, that included an all-you-can-eat American picnic buffet at a NASA-dedicated pavilion area. A total of only 24 tickets were sold, despite this being a \$51/person value offered at only \$30/person. (Because King's Dominion offered such a fair value, GEWA did not subsidize tickets, rounding prices to the nearest dollar for accounting ease.)

Annual NASA Family Picnic – Held on **September 13, 2003**, at the Goddard Recreation Center, this Special Event continues to be a terrific cooperative effort with NASA Headquarters. (The event was postponed from June due to the war in Iraq and enhanced security at Goddard.) The NASA Headquarters Exchange Council continues to suffer under budgetary constraints; however, both worked very well together to re-vamp the Picnic package offering, bringing in some new attractions (Lazer Tag, etc.). We retained last year's extremely popular "All American Red, White, & Blue" theme. Much hard work resulted in a spectacular family event with attendance at 429. The offering included a traditional American-style picnic menu (grilled chicken, burgers, hot dogs, fresh fruit, ice cream, beer/wine/sodas), clowns, face-painting, traditional games (pinatas, egg toss, horseshoes) and cash door prizes.

"Mike Kelly" Lunchtime Concert – On **September 18, 2003**, Mike Kelly performed an acoustic show, featuring guitar, vocals, and a bit of harmonica. His music is a mix of easy listening and R&B. Eurest Dining Services featured an end-of-Summer cookout menu to enhance the event.

End-of-the-Fiscal-Year Island Shrimp Feast -- Only \$11 per person, this great after-work event, held on **September 25, 2003**, featured a full pound of steamed shrimp, grilled Jerk chicken, burgers/hot dogs, "island rice", potato salad, cole slaw, baked beans and beer/wine/sodas, and ten \$20 cash door prizes. The authentic Caribbean steel band, "Ewabo" was the hit of the evening -- A great way to end the fiscal year.

Stores Committee

Chair: Catherine Mikkelsen

The stores have not done as well this year. Sales have been down and participation in advertised activities has also decreased.

Two health inspections have been conducted, both of which have resulted in several actions for store management. There needs to be a general cleaning up of all areas.

All the inventory needs to be overhauled and items that do not sell need to be disposed of and not reordered.

An effort has been made to clean up the vestibule to the Exchange Store. It has been painted and rearranged. The fresh flower refrigerator is now in the vestibule.

Vending Services Committee

Chair: Mike McMichen
Co-Chair: Lou Jean Jackson

This committee has oversight responsibilities for all Vending Services at Goddard Space Flight Center (GSFC). Duties include monitoring the performance of the Center's food service contractor in the vending area, reviewing new products to be introduced in vending machines, operations of newspaper vending, and serving as the liaison between the vendor and GSFC employees for service related matters.

Highlights

The Canteen Corporation's vending services during this fiscal year is rated good. Occasionally, GEWA experienced delays in providing services to some buildings. The problems ranging from mechanical failures to restocking delays were extended to every type of machine (e.g., General Merchandise, Snack, Beverage, Bill Changer). Ongoing meetings are held with the vendor and subcontractors to discuss problems. Corrective actions are discussed and implemented to improve the quality and frequency of service. Ongoing discussions are continuing to provide overall consistency in the quality of service for vending. Canteen agreed to conduct random walk- thrus, to assess the on-going level of service being provided to GSFC, and to take on a more proactive stance. The table below shows the vending commission revenue from sales.

FY95	\$125,504	-10.00%
FY96	\$107,862	-14.10%
FY97	\$106,324	-1.20%
FY98	\$134,457	26.50%
FY99	\$133,061	-0.10%
FY00	\$129,209	-2.90%
FY01	\$112,471	-14.88%
FY02	\$116,041	3.08%
FY03	\$120,199	3.46%

Note: The data is based on the contract year, which is from July to June for any given year and not the Federal government's fiscal year.

The table below depicts the overall performance of vending by month in comparison with previous years.

GEWA Vending Receipts													
Month	Monthly						Cumulative						
	FY97	FY98	FY99	FY00	FY01	FY02	FY03	FY97	FY98	FY99	FY00	FY01	FY02
Oct.	8,668	11,081	11,355	10,804	10,104	11,047	11,268	8,668	11,081	11,355	10,804	10,804	11,047
Nov.	8,562	13,482	10,009	9,761	9,654	8,991	9,096	17,230	24,563	21,363	20,565	20,458	20,038
Dec.	9,017	10,137	12,015	10,541	9,783	9,271	10,079	26,247	34,700	33,379	31,106	30,241	29,310
Jan.	6,373	8,314	9,123	8,651	7,524	8,344	8,182	32,620	43,014	42,502	39,758	37,765	37,654
Feb.	8,759	7,374	9,761	9,357	8,823	8,623	8,280	41,379	50,388	52,263	49,114	46,588	46,277
Mar.	9,918	11,645	11,476	9,106	9,215	10,021	9,805	51,297	62,033	63,739	58,220	55,803	56,298
Apr.	8,412	11,412	9,691	9,379	7,808	8,776	7,919	59,709	73,445	73,430	67,600	63,611	65,073
May	8,646	11,916	11,766	12,153	9,453	10,007	9,817	68,355	85,361	85,196	79,753	73,064	75,081
Jun.	10,114	10,825	12,218	10,554	9,249	11,284	11,712	78,469	96,186	97,414	90,307	82,313	86,365
Jul.	8,407	12,088	10,278	9,632	8,416	10,253	10,821	86,876	108,274	107,692	99,939	90,729	96,618
Aug.	9,561	12,246	12,723	11,020	10,674	12,487	10,134	96,437	120,520	120,415	110,959	101,403	109,105
Sep.	16,622	13,123	15,901	10,207	10,585	10,737	10,737	113,059	133,643	136,316	121,165	111,988	119,842
Totals	113,059	133,643	136,316	121,165	111,288	119,842	117,850						

Note: This data is based on the Federal Government fiscal year boundary.

The Vending Committee has just conducted its annual center-wide inventory that identified 202 machines, of which 169 generate vending revenue. Non-revenue machines consisted of bill changers and microwaves.

GEWA receives vending revenue from all buildings on campus. An exception is granted for buildings receiving services rendered by disabled vendors. Under the Randolph-Sheppard Act, with the addition of new buildings on Federal property and/or major renovation to existing ones, the Maryland Vending Program for the Blind can elect to provide services to those buildings. The Maryland Vending Program for the Blind elected to provide vending services to GSFC for building 33. Federal regulations exempt this group from all competitive procurement procedures.

When GEWA restructured the Food Services Contract July 1997, all GEWA-owned vending machines were purchased by the concessionaire. This contractual change for vending has been beneficial to GEWA, based on the overall revenues received from vending sales. An added incentive was the minimum guaranteed income of \$140k commission regardless of sales. The shortfall this year owed by Canteen to GEWA was \$19,801.

Newspaper vending is continuing at a satisfactory level. The variety of newspapers offered on Center remains the same.

As a result of the 9/11 terrorist attacks security was stepped up on center presenting vendors some additional difficulties getting access to the center. One-day badges were abolished, requiring vending machine repair & replacement personnel to have an escort to accomplish their jobs. Six-month badges were issued to mechanics in an effort to give them access to do maintenance to machines.

Vending problem reports were reduced and leveled off this year to a level that would be anticipated.

Web Committee

Tom Vollmer, Chair
Ken Dearth, Co-Chair

Web Server and Web Pages

The GEWA web server was brought on line and a completely revamped web page was developed (<http://gewa.gsfc.nasa.gov/>). Formerly, the web pages were being served from the Amateur Radio Club (ARC) server.

After some early problems with security violations, the server was moved to building 2 to be placed under the authority of code the 690 CSO (see below). The operating system was reinstalled from scratch, and brought into compliance with NASA/GSFC web server and security policies.

The new web pages were designed to roughly correspond to the GEWA committees. All pages have email links to the council members on the respective committee. The following pages were developed:

Main Page: Containing news items and links to the other pages. Also contains a link to GEWA documents, which is being developed.

Executive Council: This page contains officer phone numbers, mail codes, and email links. It was developed by a student intern, Crystal Jackson, under the direction of Ken Dearth.

Clubs: This page was developed by volunteer Jennifer Ash-Poole. This is a total rewrite of the old clubs page. It contains information on clubs officers and links to clubs web pages. There was a lunch/meeting of club web masters with GEWA officers, CSO, system administrators, and the GSFC web master. The following clubs are currently serving their web pages from the GEWA server: aerobics, archery, bible, dance, fishing, garden, Tae Kwon Do, and yoga.

facilities: photos of the various facilities, and email links to pertinent personnel. Contains a menu for the Recreation Center catering and email links to the manager.

Stores: Store photos, hours, and links to the space shop, and store flyers.

Cafeteria: News and hours. Also contains a weekly menu when supplied by Eurest.

Vending: locations of vending machines.

Newsletter: The latest GEWA newsletter, and a link to previous newsletters. Also, instructions and links for submitting newsletter ads.

Special Events: A list of special events in the coming year, and links to flyers and registration information. Also, photos of past events.

Computer Management

During FY2003, the web committee took on the responsibility of administering the computers owned and/or used by GEWA.

At the beginning of the year, GEWA computers were not under the jurisdiction of any GSFC Computer Security Official (CSO). When the GEWA server was disconnected from the GSFC network for a security violation, there was no CSO to sign off on restoring access to the network, even after the server was made secure. Frank Ottens, 690 Assistant Chief, permitted the GEWA server to be sponsored by the 690 CSO with the stipulation that the machine be relocated to Building 2 where the 690 network administrators would have access to it. This was viewed as a temporary fix until GEWA had a sponsoring CSO. After negotiations with management, GEWA computers are now

under the jurisdiction of Lynn Baker of code 101. Code 100 agreed to provide CSO sponsorship but GEWA needed to supply the system administration function to keep the machines compliant with NASA/GSFC policies. To this end, an agreement was made with Mike Marshall, a systems administrator, to maintain the GEWA systems; he is paid on an hourly basis.

GEWA currently owns 4 computers: web server, GEWA Exchange Store, Visitor Center Store, and the Recreation Center. The computers in the GEWA Exchange Store and the Recreation Center were replaced by new Dell Optiplex GX270's during FY03.

Plans for FY04

The primary objective for FY04 is to obtain waivers from the center to have the GEWA web pages served outside GSFC. Most of the groundwork for making the server compliant has already been accomplished in FY03, and the waiver should be in place in early FY04. It is our goal to have the GEWA server as the home to as many club web pages as possible. Having visibility outside GSFC will go a long way in achieving this goal. The lunch meeting we had with club web masters was a great success, and we plan on making this an annual event.

Other plans for the web pages include photos of the GEWA executive council members, housing the Exchange Store's Space Shop on the GEWA server, an automated sign up for the pavilion, and more information and flyers relating to the Exchange Store offerings. In general, we want to work with the various GEWA committees to expand the web pages that were developed this year.